

STATE OF INDIANA  
IN THE HARRISON SUPERIOR AND CIRCUIT COURTS

31D01-0511-GO-027  
31C01-0511-MI-074

**HARRISON SUPERIOR AND CIRCUIT COURTS**  
**LOCAL RULE REGARDING COURT REPORTER**  
**FEES FOR TRANSCRIPTS**

**Section One. Definitions:** The following definitions shall apply under this Local Rule:

1. A Court Reporter is a person who is specifically designated by a Court to perform the official court reporting services for the Court including preparing a transcript of the record.
2. Equipment means all physical items owned by the Court or other governmental entity and used by a Court Reporter in performing court reporting services. Equipment shall include, but not be limited to, telephones, computer hardware, software programs, disks, tapes, and any other device used for recording and storing, and transcribing electronic data.
3. Work space means that portion of the Court's facilities dedicated to each court reporter, including but not limited to actual space in the courtroom and any designated office space.
4. Page means the page unit of transcript which results when a recording is transcribed in the form required by the Indiana Rule of Appellate Procedure 28.
5. Recording means the electronic, mechanical, stenographic or other recording made as required by Indiana Rule of Trial Procedure 74.
6. Regular hours worked means those hours which the Court is regularly scheduled to work during any given work week. Depending on the particular court, these hours may vary from court to court with the county, but remain the same for each work week.
7. Gap hours worked means those hours worked that are in excess of the regular hours worked, but hours not in excess of forty (40) hours per work week.
8. Overtime hours worked means those hours worked in excess of forty (40) hours per work week.
9. Work week means a seven (7) consecutive-day week that consistently begins and ends on the same days throughout the year; i.e. Sunday through Saturday, Wednesday through Tuesday, Friday through Thursday.
10. Court means the particular court for which the court reporter performs services. Court

may also mean all the courts in Harrison County.

11. County indigent transcript means a transcript that is paid for from County funds and is for the use on behalf of a litigant who has been declared indigent by a Court.
12. State indigent transcript means a transcript that is paid for from state funds and is for the use on behalf of a litigant who has been declared indigent by a Court.
13. Private transcript means a transcript, including but not limited to, a deposition transcript, that is paid for by a private party.
14. Appeal transcript means a transcript prepared in any case, civil or criminal, for purposes of an appeal to the Indiana Court of Appeals or the Indiana Supreme Court.

## **SECTION TWO. Salaries and Per Page Fees:**

1. Court Reporters shall be paid an annual salary for regular work hours under the control, discretion, and direct supervision of the supervising Court during any regular work hours, gap hours, or overtime hours. The supervising Court shall enter into a written agreement with the Court Reporters which outline the manner in which the Court Reporter is to be compensated for gap and overtime hours; i.e. monetary compensation or compensatory time off regular work hours.
2. Subject to the approval of each County's fiscal body, the amount of the annual salary shall be set by the Court.
3. Regular working hours shall be determined by each Court.
4. Gap hours shall be hours worked in excess of regular working hours (if regular working hours are less than forty (40) hours per week), but not in excess of forty (40) hours per week.
5. Overtime hours shall be hours worked in excess of 40 hours per week.
6. The maximum per page fee a Court Reporter may charge for the preparation of a county indigent appeal transcript shall be Four Dollars and Fifty Cents (\$4.50) per page and Four Dollars and Fifty Cents (\$4.50) per page for any non-appeal transcripts. The Court Reporter shall submit a claim directly to the Court for the preparation of any county indigent transcript.
7. The maximum fee a Court Reporter may charge for the preparation of a state indigent appeal transcript shall be Four Dollars and Fifty Cents (\$4.50) per page.
8. The maximum per page fee a Court Reporter may charge for the preparation of a private appeal transcript shall be Four Dollars and Fifty Cents (\$4.50).
9. The maximum per page fee a Court Reporter may charge for the copy of any appeal transcript is Two Dollars and Twenty-Five Cents (\$2.25) per page.

10. With respect to any transcript, the Court Reporter may charge a minimum fee of Thirty-Five Dollars (\$45.00).
11. If the Court Reporter is requested to prepare an expedited transcript, the maximum per page fee shall be \$6.00 per page if request is for transcript to be prepared within five (5) days; the maximum per page fee shall be \$7.50 per page where the transcript must be prepared within 24 hours or less. Index and Table of Contents will be charged at the same rate as the other pages.
12. The index and table of contents pages will be charged for at the same page rate being charged for the rest of the transcript.
13. An additional labor charge equal to the hourly rate for the Court Reporter at the time the transcript is being prepared may be charged by the Court Reporter for the time spent binding any transcript and exhibits.
14. A reasonable charge for office supplies and any other necessary materials and equipment required and utilized for preparing, binding, and electronic transmission of a transcript may be charged by the Court Reporter. A schedule of transcript supplies will be established and published annually by the Judge or Judges of the County.
15. The Court Reporter shall report, at least on an annual basis, all transcript fees received for the preparation of either county indigent, state indigent, or private transcripts to the Indiana Supreme Court Division of State Court Administration. The reporting shall be made on forms prescribed by the Division of State Court Administration.

### **Section Three. Private Practice:**

1. If a Court Reporter elects to engage in private practice through recording a deposition and/or preparing of a deposition transcript, trial transcript, hearing transcripts, plea change and sentencing transcripts, or other transcripts, and the Court Reporter desires to utilize the Court's equipment, work space, and supplies, and the Court agrees to the use of Court equipment for such purposes, the Court and the Court Reporter shall enter into a written agreement which must at a minimum designate the following:
  - A) the reasonable market value for the use of equipment, work space and supplies;
  - B) the method by which records are to be kept for the use of equipment, work space and supplies; and
  - C) the method by which the Court Reporter is to reimburse the Court for the use of the equipment, work space and supplies.
2. If a Court Reporter elects to engage in private practice through recording a deposition and/or preparing a deposition transcript, trial transcripts, hearing transcripts, plea change and sentencing transcripts or other transcripts, all such private practice work shall be conducted outside of regular working hours.

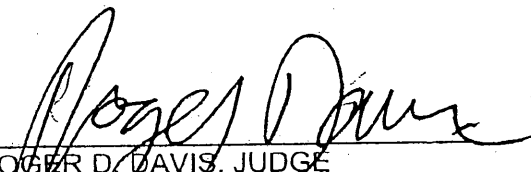
**SECTION FOUR. Disk as Official Record:**

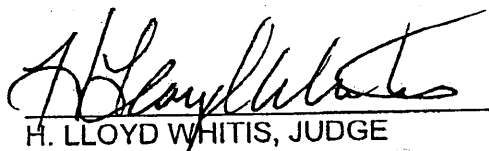
1. Upon the filing of a written request or praecipe for transcript, the Court Reporter shall transcribe any Court proceeding requested and produce an original paper transcript along with an electronically formatted transcript. Multiple disks containing the electronically formatted transcript shall be prepared and designated as "Original Transcript", "Court Reporter's Copy" and "Court's Copy". Each disk shall be labeled to identify the case number, the names of the parties, the date completed, the court reporter's name, and the disk number if more than one disk is required for a complete transcript. The Court's copy of the electronic transcript shall become the official record of the Court proceeding, in lieu of a paper copy of the transcript, and shall be retained in the Court where said proceeding was held. The court reporter's copy shall be retained by the court reporter. The original paper transcript along with the disk designated as the original transcript shall be forwarded to the Clerk if the transcript was prepared for purposes of appeal. If the transcript was not prepared for purposes of appeal, the original paper transcript shall be delivered to the requesting party.

**SECTION FIVE. Effective Date:**

1. The Court finds that pursuant to Trial Rule 81(D), good cause exists to deviate from the schedule established by the Division of State court Administration for the adoption of local rule.
2. This Local Rule, if approved, shall be effective as of the date this rule is approved by the Indiana Supreme Court.

ADOPTED at Corydon, Harrison County, Indiana this 7 day of Dec, 2005.

  
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ROGER D. DAVIS, JUDGE  
HARRISON SUPERIOR COURT

  
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H. LLOYD WHITIS, JUDGE  
HARRISON CIRCUIT COURT